

TAB E to FY 03 Commander's Curriculum Guidance - Quality Assurance, Quality Control, and Accreditation

1. CG TRADOC directed, effective October 2001, the establishment of an organization that will perform accreditation in TRADOC.

a. Effective 1 October 2001, the DCST (now DCSOPS&T) established the TRADOC Quality Assurance Office (QAO). The short-term mission of this office is to ensure quality of training, training products, training institutions, instructors, student performance, and training development process. The QAO will also ensure the integration of current doctrine into training. Internal and external evaluations will assure the command that training and education provided by TRADOC meet the competency needs of today's Army as well as those of the Interim and Objective Forces. Major initiatives of the QAO in FY 02 will be (1) the conduct of pilot Initial Military Training (IMT) and Institutional Leader Development accreditations at two schools and (2) establishment of QAOs and QA elements (QAEs) in TRADOC centers and schools.

b. The Combined Arms Command QAO will accredit institutional leader development training and have oversight of the accreditation of the CTC program (up to 26 schools as well as the CTC program as a whole (but not individual CTCs)).

c. The Accessions Command QAO was stood up as part of the TRADOC HQ reorganization and accredits all Initial Military Training (IMT) (up to 13 sites).

d. TRADOC DCST provided FY 02 funds to all TRADOC centers and schools to stand up QAOs and QAEs. These organizations will conduct self-assessments to prepare for accreditation visits as well as external evaluations using the AUTOGEN software or comparable survey programs. Upon provision of projected additional funding in the POM years, these organizations will expand their efforts to include internal evaluations of functional courses and expanded trends analyses to determine the most effective/efficient organizational and operational functions. In addition to the HQ TRADOC QAO, DCST funded positions to establish the following QAOs/QAEs in FY 02:

(1) TRADOC Proponents:

(a) Air Defense Artillery, Armor, Field Artillery, Infantry, Aviation, US Army Aviation Logistics School, Military Intelligence, Signal, Command and General Staff College, Warrant Officer Career Center, and Sergeant Major Academy QAOs: minimum staffing of small QAO cells (1-3 positions each).

(b) Projected funding for US Army Chaplain Center and School is FY03.

(2) Combined Arms Support Command (CASCOM):

(a) Center QAO: Minimum staffing is four positions

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(b) School QAEs (Ordnance, Ordnance Missile Munitions Center and School, Quartermaster, Transportation, Army Logistics Management College, Soldier Support Institute): Minimum staffing is one position each

(3) Maneuver Support Center (MANSCEN):

(a) Center QAO: Minimum staffing is four positions

(b) School QAEs (Engineer, Chemical, Military Police): Minimum staffing is one position each

(4) Accessions Command QAO: Minimum staffing is three positions

(5) Combined Arms Center QAO: Minimum staffing is four positions

2. Accreditation is a major initiative of the TRADOC QA Program.

a. TRADOC Chief of Staff signed memorandum, SUBJECT: TRADOC Accreditation of Initial Military Training, Institutional Leader Development and Combat Training Center Programs, on 11 Apr 02. This memorandum and attachments provided policy and guidance, to include standards and criteria, for the accreditation initiatives.

b. Accreditation applies to branch schools, RC TASS training battalions, NCO academies, and Army Training Centers. Focus will be on training, programs of instruction, personnel, and infrastructure.

c. CAC and the Army Accessions Command QAOs will conduct two pilot accreditations of IMT and Institutional Leader Development training respectively in FY 02.

d. Remaining accreditations will be conducted the following two years.

e. Centers/schools will conduct a self-assessment of their courses prior to accreditation visits.

f. The United States Sergeants Major Academy will continue accreditation of the NCO academies.

g. The WOCC will conduct accreditation of the WOES common core.

h. Proponent schools will evaluate their respective branch tracks of the institutional leader development and IMT courses.

i. Proponent schools will also continue to accredit their respective TASS training battalions.

3. A second major initiative of the program is external evaluation. To assist with this initiative, TRADOC fielded, in FY 02, a software program called AUTOGEN that

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gives centers and schools the capability of surveying graduates and their supervisors to ascertain the value of the training at the critical task level. Although the use of AUTOGEN is highly encouraged, other survey programs can still be used as long as they provide an equitable assessment function. AUTOGEN is a software program and tool developed by ARI with two primary functions: it allows a unit to conduct a job analysis, and allows a graduate and his/her supervisor to conduct an evaluation.

a. The job analysis tool is a web-based program that gives units the opportunity to determine critical and non-critical tasks from a total task list.

b. The web-based evaluation is sent to recent graduates and their supervisors. This tool gives graduates and supervisors the opportunity to comment on the quality of school training and education and determine whether critical tasks were taught to a standard that permits the graduates to perform the task without on-the-job training.